

IDC MEETING MINUTES

July 13, 2021

SCI 128

1:30 p.m.

ATTENDEES: Lenora Cook, Leroy Cox, Anne Dotterweich, Richard Fort, Jim Lane, Shelia Mauppin, Mickey McCloud, Vince Miller, Larry Reynolds, Gurbhushan Singh and Mary Wisgirda

Old Business

The meeting minutes from the June 22 meeting were posted on InfoHub.

Position Replacement: PN Faculty Replacement; position replacement approved online prior to the meeting.

New Business

Guest: Del Lovitt and John Kumar

Del Lovitt introduced John Kumar to the deans. He was recently hired as the Executive Director of Client Support Services. He will be scheduling meetings with each of the deans individually to discuss the needs of their division. The deans welcomed him to JCCC.

Acadeum (Mickey)

Mickey provided an overview of Acadeum in advance of the demo they will be giving IDC in August. Mickey asked the deans to consider any positive or negative impacts of entering into a relationship with them to offer JCCC's online courses to participating/receiving institutions through the Acadeum platform. Factors to consider include tuition rates, the application process, financial aid, data sharing requirements, courses to offer/not offer etc.

Laptop Check-out (Larry)

The deans discussed processes within the divisions for a laptop check-out pool for adjunct faculty. It was recommended that the checked-out laptops be returned at the end of each semester to ensure they are being properly updated and maintained. Shannon Ford is requesting stimulus funding to order some checkout laptops for each division in the branch.

Contract Acknowledgements (Gurb)

Gurb reminded the deans that adjunct faculty must acknowledge their contracts and be paid in the semester they are teaching. Payment cannot be deferred to a future semester.

Course building – standard practices (Gurb)

Gurb reminded the deans that there are course building standards that need to be followed to ensure consistency and that all the accompanying "behind the scenes" processes work properly as well. Lisa Dunitz can provide guidance about the standards/guidelines if needed and is available to answer any questions.

Action Item: Gurb will explore the feasibility of rolling the semester courses at a future date (fall to fall or spring to spring) to make the course building process more efficient.

Verification of 3-foot distancing – (Larry)

Mickey confirmed that 3-feet of social distancing is the standard for fall 2021 classroom utilization.

High Transfer Courses

The deans discussed the enrollment status of high demand transfer courses for fall 2021 and the ability to add additional F2F sections for fall 2021 as space and faculty availability allow.

Action Item: The deans will send Mickey the enrollment status to date of the high transfer courses in their division by Friday, July 16.

The meeting adjourned at 2:45 p.m.